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From: O'Brien, Elisabeth (DPH)
Sent: Tuesday, April 26, 2011 12:21 PM
To: Saunders, Della (DPH); Khan, Annie (DPH)
Subject: FW: Info for ADA's meeting...
Attachments: CHEMIST QUESTIONS.doc; Qualifying Questions.doc

I gave Ellen the heads up about the ADA training. Here is what she sent along. Though you would find it interesting.

I have a couple of slides to add/edit into the powerpoint....we'll talk when we have time!

ELO

From: Selin, Ellen [mailto:Ellen.Selin@umassmed.edu]
Sent: Tuesday, April 26, 2011 11:38 AM
To: 'O'Brien, Elisabeth (DPH)'
Subject: Info for ADA's meeting...

Hi Betsy,

I have attached a list of questions which we like; obviously, they could make changes depending on the nature of the case. The first one is adapted from one of our ADA's and the second is much more streamlined (maybe came from a book?)

Also, things to mention would be

--Please put the lab number on the summons (very helpful)
--Continue to place us "on call" if at all possible (they have been very good about this)
--Please give us their e-mail address. This really helps with getting communication flowing back and forth, and most ADA's seem to like communicating in this way.

Have fun with your training session!

Ellen

Ellen A. Selin
Manager
Drugs of Abuse Laboratory
UMASS Medical School
55 Lake Avenue North
Worcester, MA 01655
Phone: 508-856-6278
FAX: 508-856-2447